

Town of Saltcoats
OFFICE OF THE TOWN ADMINISTRATOR

REGULAR MEETING OF COUNCIL November 16th, 2022

Present: Mayor Kirby Buchinski, Councillors, Lenore Denbrok, Braden Issel, , Shirley Pearson, Chad Waloschuk and CAO Cindy Larson

Regrets: Councillor Miles Hutchings

With quorum being present, the Council Meeting was called to order by the Mayor Kirby Buchinski at 6:00 p.m. in the Stirling Room in the Community Services Building at 117 Allan Avenue, Saltcoats, SK S0A 3R0.

Approval of the Agenda

Denbrok/
Waloschuk

Motion 243-22

That the November 17th, 2022 Agenda be adopted with the following additions:

Personnel #1 CAO Review, Financial #7 Municipal Revenue Sharing Declaration, Business Arising #6 TAKE from TABLE SUMA-Assure, New Business #14 Caretaker Payroll, Curling Club and Minor Sports, #15 Hall Board resignation, #16 Mosaic Donations, #127 New Building Bylaw. Remove Item #12 Christmas Eve hours.

CARRIED

MINUTES

Approval of Minutes of

Pearson/Issel

Motion 244-22

That the minutes of the Regular meeting of October 19th, 2022 are adopted as presented.

CARRIED

Approval of Addendums A, B and C,

Issel/
Waloschuk

Motion 245-22

That the Town of Saltcoats approve Addendums A, B and C for November 16th, 2022 as presented.

CARRIED

PUBLIC WORKS

Monthly Review of Waterworks Operational Records

Issel/Denbrok

Motion 246-22

That the Town of Saltcoats approve the Monthly Review of Waterworks Operational Records for October 31st, 2022 as circulated.

CARRIED

Monthly Public Works Report

Issel/
Waloschuk

Motion 247-22

That the Town of Saltcoats approve the Monthly Public Works Report for October 2022 as circulated.

CARRIED

Water Treatment Plant Report

Water Treatment Plant report was given by Braden Issel, the Public Works Committee Chair.

CPWA Supervisor Certification Course Denbrok/Issel **Motion 248-22**

That the town of Saltcoats send one member of the Public Works Staff to the CPWA Supervisors Certification Course February 27 to arch 2, 2023 in Saskatoon at a cost of \$995.00 + taxes, mileage and room and board.

CARRIED**FINANCIAL**

List of Accounts for Approval Pearson/Denbrok **Motion 249-22**

That the List of Accounts for Approval be approved as circulated for October, 2022, cheques #12032 - 12066 and other payments totaling \$39,956.16.

CARRIED

Monthly Financial Report Pearson/Waloschuk **Motion 250-22**

That the Town of Saltcoats approve the Monthly Financial Report for October as presented.

CARRIED

Bank Reconciliations Denbrok/Waloschuk **Motion 251-22**

That the bank reconciliation for October is approved as presented.

CARRIED

Municipal Revenue Sharing Declaration Denbrok/Waloschuk **Motion 252-22**

The Council of the Town of Saltcoats confirms the municipality meets the following eligibility requirements to receive the Municipal Revenue Sharing grant (list of requirements that the municipality has met):

- Submission of the 2021 Audited Financial Statement to the Ministry of Government Relations;
- Submission of the 2021 Public Reporting on Municipal Waterworks to the Ministry of Government Relations;
- In Good Standing with respect to the reporting and remittance of Education Property taxes;
- Adoption of a Council Procedures Bylaw;
- Adoption of an Employee Code of Conduct; and
- All members of council have files and annually updated their Public Disclosure Statements, as required; and

That we understand if any of the requirements are not met, our Municipal Revenue Sharing grant may be withheld until all requirements are met and

That we authorize Cindy Larson to sign the Declaration of Eligibility and submit it to the Ministry of Government Relations.

CARRIED

That the Town of Saltcoats approves the By-election pay as follows:
Poll Clerk: \$19.00/hr and Registration Officer \$16.00/hr. Returning
Officer will receive a day off in lieu of working the by-election.

CARRIED

**Laketown
Leaders Request** Denbrok/
Waloschuk

Motion 260-22

That the Town of Saltcoats approve the request form the Laketown
Leaders to remove the blinds and install rods for curtains in the Stirling
Room.

CARRIED

Policy 22-07 Pearson/
Waloschuk

Motion 261-22

That the Town of Saltcoats adopt Policy 22-07 known as the Proof of
Water Meter Accuracy Policy.

CARRIED

**Amendment to
Policy 13-08** Issel/Denbrok

Motion 262-22

That the Town of Saltcoats amend Policy 13-08 known as the Business
Directory Sign policy by removing the installation shall be “done by
the Public Staff” and insert that the installation shall be “the
responsibility of the sign owner and must be installed by an accredited
Contractor to ensure that OH & S Regulations are followed.”

CARRIED

**Sunrise Health
Region
Memorandum of
Agreement for
the Blue Angel
Bus** Waloschuk/
Issel

Motion 263-22

That the Town of Saltcoats increase the monthly payment for the Blue
Angel Bus from \$275.00 to \$375.00 to ensure that the expenses are
recovered.

CARRIED

**Hall Rent for the
Yorkton &
District Scottish
Society request** Person/Denbrok

Motion 264-22

That the Town of Saltcoats approve the request from the Yorkton and
District Scottish Society to get a discount on the use of the Hall for the
annual Robbie Burns Day by reducing the rent \$100.00 for one day.

CARRIED

**Christmas Light
Contest** Waloschuk/Issel

Motion 265-22

That the Town of Saltcoats purchase a prize for the Christmas Lighting
Contest in the amount of \$50.00 to be purchased from a local vendor.

CARRIED

Staff Christmas Issel/Waloschuk

Motion 266-22

That the Town of Saltcoats purchase 5 gift cards in the amount of
\$60.00 to a local restaurant of their choosing for the staff.

CARRIED

Curling Rink and Skating Rink Requests Denbrok/Pearson **Motion 267-22**
That the Town of Saltcoats approve the request from the Saltcoats Curling Club and the Minor Sports Board to have the staff of both paid from the town and that both organizations will repay the town at the end of the season.

CARRIED

Hall Resignation Denbrok/Issel **Motion 268-22**
That the Town of Saltcoats accept the resignation of Herb Rooke from the Community Hall Board.

CARRIED

Benevity Causes Issel/Waloschuk **Motion 269-22**
That the Town of Saltcoats register with Benevity Causes to receive donations.

CARRIED

Bylaw 05-2022 1st Reading Denbrok/Pearson **Motion 270-22**
That the Town of Saltcoats gives 1ST Reading to Bylaw 05-2022 known as the Building Bylaw.

CARRIED

CORRESPONDENCE

Receive and File Correspondence Issel/Hutchings **Motion 271-22**
That the town of Saltcoats receive and file the following correspondence:
WCB rates for 2023
B. Klause
T. McIntyre
Beautification Committee
MJ Consulting

CARRIED

Adjournment Denbrok/Pearson **Motion 272-22**
That the Meeting adjourn at 9:00 pm.

CARRIED

Approved by Council on: _____